

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
DECEMBER 27, 2007**

**1. CALL TO ORDER**

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 p.m. in the Council Chambers at 415 Central St. W.

**2. PLEDGE OF ALLEGIANCE**

Everyone stood and recited the pledge of allegiance.

**3. ROLL CALL**

Present: Duban, Kodada, Rud, Smith and Dols (Dols attended the meeting at 7:26 pm)

Absent: None

Staff Present: City Administrator Joel Erickson, City Planner Ben Baker and Public Works Director Russ Vlasak (Vlasak attended the meeting at 7:26 pm)

**4. AGENDA**

Mayor Rud stated that the agenda went through 10f and 11b and asked if anyone wanted any items added to or deleted from the agenda. Erickson said he would like to add NIMS Training to the agenda. Duban said he would like items 8d and 8f pulled for discussion. A motion was made by Kodada and seconded by Smith to approve the agenda as presented with the addition. Vote for: Duban, Kodada, Rud and Smith. Against: None Vote 4-0. Motion carried.

**5. APPROVAL OF MINUTES**

- a. Consider Approval of the November 8, 2007 Regular Meeting, the November 19, 2007 Special Meeting, the November 29, 2007 Board of Appeals and Adjustments Meeting, the December 3, 2007 Special Meeting and the December 10, 2007 Special Meeting

Mayor Rud read the meeting dates of the minutes proposed for approval. Duban said he had contacted Erickson earlier in the day about two corrections. Duban said the corrections were in the minutes from the December 10, 2007 special meeting, where Duban obtained from a vote and it was written he voted to approve the item and in the November 8, 2007 minutes Duban said he voted no pertaining to the Police Department switching to 12-hour shifts and it should be written as such. Erickson said no vote was taken at the November 8, 2007 meeting regarding approval of 12-hour shifts. He said Smith made a motion but later rescinded the motion. Duban said the minutes have to reflect the motion was rescinded. Kodada said they do. A motion was made by Duban and seconded by Kodada to approve the minutes with the discussed correction. Vote for: Duban, Kodada, Rud and Smith. Against: None Vote 4-0. Motion carried.

**6. PUBLIC HEARINGS**

None

**7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS**

None

**8. APPROVAL OF THE CONSENT AGENDA**

- a. Monthly Bills
- b. Treasurer's Report
- c. Board and Commission Minutes
- d. Consider Approval to Schedule a Public Hearing for the Small Cities Development Program Grant (SCDG) for January 10, 2008 at 7:00 pm
- e. Consider Approval of Resolution 2007-60, a Resolution Approving a Gambling License for the Lonsdale American Legion Post # 586
- f. Consider Approval of Resolution 2007-61, a Resolution Approving a Local Government Grant Application
- g. Consider Approval of Schedule the City Council's Annual Meeting for Wednesday, January 2, 2008 at 6:00 pm

- h. Consider Approval of Wage Increase for Jeff Heller from Grade 7 / Step 2 to Grade 7 / Step 3 for Satisfactory Completion of the Required Probationary Period Retroactive to Anniversary Date
- i. Consider Approval of Wage Increase to Joe Dornfeld from Grade 7 / Step 1 to Grade 7 / Step 2 for Satisfactory Completion of the Required Probationary Period Retroactive to Anniversary Date

Mayor Rud read the items on the Consent Agenda asked if anyone wanted any items pulled for discussion. Erickson said the payments to Automatic Systems and Rice Lake Construction Company need to be pulled and not approved. Duban said he wanted items 8d and 8f pulled for discussion. A motion was made by Duban and seconded by Smith to approve the Consent Agenda as revised. Vote for: Duban, Kodada, Rud and Smith. Against: None Vote 4-0. Motion carried.

## 9. OLD BUSINESS

- a. Consider Approval of a Request for Proposals for an External Market/Comparable Worth Study

Erickson said the City Council requested staff draft an RFP and reviewed the components of the RFP. Mayor Rud asked if comparable cities would be used and that if the RFP is approved, will the City follow through with the recommendations made in the report. Duban said he thought it was a good idea at first but now feels it might cause animosity amongst employees. He said the money that would be used for the study should be given as raises. Kodada asked about information provided by the LMC. Erickson said they provide the information and it is easy to access. Mayor Rud said the tax levy was not increased to keep taxes down and again questioned if the City Council was committed to following through with the recommendations. Duban asked Smith if Rice County was compared to other Sheriff's Departments. Smith said some other Sheriff's Departments were used. Smith said he was under the impression that the study would be used as a tool for the 2009 budget. Duban asked City Councilmember Elect Furrer what she thought about the City proceeding with a comparable worth study. Furrer asked what the purpose was and if it was to see if current wages are equal to or need to be equal to the market rate. Councilmember Dols and Public Works Director Vlasak attended the meeting at 7:26 pm. Kodada said the City should send out the RFP and see what the cost is. Duban said the City can always reject the proposals. Mayor Rud said if the City is going to spend the money on a study, the City Council needs to follow through on the recommendations. Smith said if the City spends the money, the City Council needs to agree to follow through with the recommendations. Kodada asked if insurance is included in the rate study. Erickson said it is only wages. A motion was made by Kodada and seconded by Smith to approve the Request for Proposals for a comparable worth study and for staff to advertise the proposal. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.

## 10. NEW BUSINESS

- a. Consider Approval of a Protocol Agreement Between the City of Lonsdale and Rice County Relating to Erickson & McKenzie, LLC Referred to as "Community Venture Network"

Erickson reviewed the proposed agreement and said what it does is establishes the County's and each cities role and when each jurisdiction is responsible or allowed to contact prospective businesses. Mayor Rud stated that some of the businesses highlighted at the last session were interesting. He also said the program will not cost the City any money. A motion was made by Smith and seconded by Kodada to approve the protocol agreement between the City of Lonsdale and Rice County for the CVN program. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.

- b. Consider Approval of Resolution 2007-62, a Resolution Approving the Salary and Wage Plan for 2008

Erickson said the pay scale has been discussed at all of the budget meetings and what is proposed, is what has been talked about at each of the meetings. He asked if the City Council had any questions or thoughts. Kodada asked what the percent increase of the cost of living was. Erickson said 3.5% for all goods, based on the December 11, 2007 edition of the Wall Street Journal. Mayor Rud said he

understands the increase but the City needs to deal with the health insurance aspect. A motion was made by Kodada and seconded by Smith to approve Resolution 2007-62. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.

- c. Consider Approval of Resolution 2007-63, a Resolution Adopting Findings and Denying Application for a Variance  
Erickson said the proposed resolution states in writing what was discussed at the Board of Appeals and Adjustments meeting and the reasons for denial. A motion was made by Dols and seconded by Kodada to approve Resolution 2007-63. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.
- d. Consider Approval of Ordinance 2007-217, an Ordinance Amending Chapter 153.071: Fences of the City Code  
Erickson reviewed the proposed ordinance. Mayor Rud asked if a four foot high orange snow fence was legal under the proposed ordinance. Erickson read the non-conforming section of the proposed ordinance. There was general discussion on temporary fences, front yard setbacks, barbed wire fences and fences for pools. Duban asked if the City was requiring a certificate of survey for fences. Erickson said the City can require a certificate of survey for the installation of a fence. Kodada asked if a flat fee would be set for fences. Erickson said yes. Dols questioned if the City should charge a flat fee for a fence permit or not because someone could apply for a four-foot chain link fence and someone else could apply for a six-foot cedar fence and the permit fee for each fence would be the same regardless of the cost of the fence. There was discussion on a flat fee or not. A motion was made by Duban and seconded by Dols to approve Ordinance 2007-217. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.
- e. Discuss Proposed Ordinance 2007-218, an Ordinance Amending City Code Chapter 10.99 and Establishing Administrative Fines  
Erickson reviewed the proposed ordinance. Mayor Rud reviewed the reasons for establishing an Administrative Fine Ordinance. Smith said some of the fines are on the high side and could be less to create a win-win situation for all parties involved. He said the proposed \$95.00 fines should be lowered to \$75.00. Duban asked if a motorist could get a \$95.00 fine for driving one mile per hour over the speed limit. Erickson replied yes. Duban said some of the fines are on the high side. Furrer questioned the fine for not shoveling a sidewalk and a speeding ticket for one mile per hour over the speed limit. Smith said by State Statute, an Officer can already write a speeding ticket for one mile per hour over the limit. Vlasak said property owners have twenty-four hours to shovel their sidewalk. Smith asked if the City had a progressive fine for loud parties. Erickson said no.
- f. Consider Approval of Members of the Health Insurance Task Force  
Erickson reviewed the proposed people for the task force and reviewed the process. Mayor Rud said the City needs to deal with the health insurance. Duban asked if there should be a resident on the task force. Kodada said that would not be a good idea because the resident might say the policy should only be as good as what they have. A motion was made by Kodada and seconded by Smith to approve the members of the health insurance task force. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.
- g. Consider Approval to Schedule a Public Hearing for the Small Cities Development Program Grant (SCDG) for January 10, 2008 at 7:00 pm  
Erickson reviewed the reason for the public hearing, the grant application and process for grant selection award. Kodada asked if the grant was available to the entire City. Erickson replied yes. A motion was made by Duban and seconded by Kodada to approve scheduling a public hearing for the Small Cities Development Program grant for January 10, 2008 at 7:00 pm. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.

h. Consider Approval of Resolution 2007-61, a Resolution Approving a Local Government Grant Application

Erickson reviewed the proposed resolution. A motion was made by Kodada and seconded by Smith to approve Resolution 2007-61. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.

i. Consider Approval to Schedule NIMS Training

Erickson said with the State not sure what the MINS training requirements will be in the future, he was recommending the City complete NIMS training so the City is certified as NIMS compliant. A motion was made by Kodada and seconded by Smith to schedule NIMS training for January 16<sup>th</sup> and 17<sup>th</sup>. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried.

**11. OTHER BUSINESS**

a. Planning & Zoning Report

Baker informed the City Council that to date, the City has issued 329 permits totaling \$14.3 million in value, which includes 53 new home permits totaling \$9.3 million. Mayor Rud said that Parish Marketing was required to obtain a property manager to resolve any outstanding issues. Kodada suggested the City send a representative to the meeting being held in New Prague.

b. Department Reports

1. Human Resources

None

2. Streets

Kodada said the Public Works Department has been doing a good job plowing the streets.

3. Park Board

None

4. Lonsdale Liquor

None

5. Lonsdale Sky Warn

None

6. EDA

None

7. Planning and Zoning

Dols said the Commission is working on revising the City sign ordinance. Mayor Rud said the Dols has done a great as Chair of the Commission.

8. Fire Department

None

9. Water/Wastewater

None

10. Mayor Rud

Mayor Rud asked that "Three Way" stop signs be installed at the intersection of Deer Ridge Court and 10<sup>th</sup> Ave NW. He said Councilmember Duban is working on the assisting living project and the developer of a possible new industrial park was present at the last Planning Commission meeting to review the proposed project. Mayor Rud said the Liquor Store did very well over the Christmas Holiday. Erickson said the store did over \$32,000.00 in business during the three days before Christmas in 2007 and in 2006 over the same period if time, the old store did not even do \$16,000.00 in business. He thanked the civic organizations that volunteers during the Holiday season. He said the City accomplished a lot in 2007 and there is lots of work in 2008.

Duban asked if the Police Department was fully staffed. Erickson replied no. Mayor Rud said his only concern about staffing is covering the twelve hour shifts and suggested the City hire additional part time officers to fill in. Smith said Officer Orr is by himself now, which will allow staff to train in a part time officer. Mayor Rud said staff needs to give the City Council a status update on the Officer out on Worker's Compensation. Duban said the City should get an opinion from the City's doctor. Erickson said he would research the issue.

11. Staff  
None

## **12. ADJOURNMENT**

A motion was made by Dols and seconded by Kodada to adjourn the meeting. Vote for: Duban, Kodada, Rud, Smith and Dols. Against: None Vote 5-0. Motion carried. The meeting ended at 8:26 p.m.

Respectfully Submitted:

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Joel A. Erickson, City Administrator